

**CALIFORNIA POLLUTION CONTROL  
FINANCING AUTHORITY**

915 CAPITOL MALL, ROOM 457 (95814)  
P.O. BOX 942809  
SACRAMENTO, CA 94209-0001  
TELEPHONE: (916) 654-5610  
TELECOPIER: (916) 657-4821



**MEMBERS:**  
Phil Angelides, Chair  
*State Treasurer*

Steve Westly  
*State Controller*

Michael Genest, Director  
*Department of Finance*

**JOB OPPORTUNITY BULLETIN**

**Class:** **Junior Staff Analyst**  
**Assistant Treasury Program Officer**  
**Associate Treasury Program Officer**

**Tenure:** **Permanent**

**Time Base:** **Full-Time**

**Salary:** **\$2632 - \$3465 – Junior**  
**\$3418 - \$4155 – Assistant**  
**\$4111 - \$4997– Associate**

Under the supervision of the Treasury Program Manager I of the California Pollution Control Financing Authority (CPCFA), and under the general direction of the Deputy Executive Director of CPCFA/CIDFAC (acronym for the California Industrial Development Financing Advisory Commission), the incumbent acts as analyst for the Authority's and the Commission's will perform the following essential functions. The complexity of the duties will be modified to be consistent with the classification of the candidate hired.

**DESCRIPTION OF ESSENTIAL FUNCTIONS:**

- Analyzing new CPCFA/CIDFAC applications, write detailed reports on these proposed projects from which the Authority's board members will base their voting decisions; work extensively with prospective borrowers and their finance teams to obtain and verify information for these reports.
- Performing the more complex analysis involved with bond sales and use of bond sale proceeds, (e.g., analysis of bond documents such as loan agreements, indentures, bond purchase contracts, official statements, tax certificates and reimbursement agreements); negotiating with legal counsel, financial advisors and underwriters on bond sale documents.
- Performing special research-oriented projects on topics which affect the direction of CPCFA/CIDFAC, including involvement on various Authority task force teams which research problematic areas and make recommendations to management. Assist with administrative duties related to contracts and budgets.
- Developing and updating written procedures for Authority program activities, bond sales and closings, and general office operations; performing other duties as required.

**DESIRABLE QUALIFICATIONS:**

- Strong writing skills.
- Strong interest in public finance.
- Ability to make oral and written presentations before the Authority's Board.
- Demonstrate a high degree of good judgment, analytical ability, and independence in carrying out assignments.
- Demonstrate a high degree of responsibility, dependability, and flexibility on the job.

**CONDITIONS OF EMPLOYMENT:**

Fingerprinting and Background Check are required.

**WHO SHOULD APPLY:**

Individuals who possess the qualifications listed above and have eligibility as an Associate Treasury Program Officer, Assistant Treasury Program Officer or Junior Staff Analyst may apply.

**Please state the source of your eligibility. If you do NOT indicate the source of your eligibility, you may not be considered for an interview. Also, list the number 345-002-4223-007 next to the classification on your application/resume, i.e., Assistant Treasury Program Officer, Associate Treasury Program Officer, or Junior Staff Analyst CPCFA .**

**FINAL FILING DATE:**

Applications will be accepted **until filled**. Applications will be screened and only individuals with the best qualifications will be interviewed.

**SUBMIT APPLICATIONS TO:**

Cec Sanchez  
Personnel Office  
State Treasurer's Office  
915 Capitol Mall, Room 538  
Sacramento, CA 95814

**IF YOU HAVE ANY QUESTIONS, PLEASE CALL:**

PUBLIC (916) 653-3100  
CALNET (916) 453-3100

An affirmative action employer-equal opportunity to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age or sexual orientation. The CPCFA complies with the Americans with Disabilities Act (ADA). If you need additional information or assistance, please contact CSFA at (916) 654-5610 or TDD (916) 654-9922.